

UNOFFICIAL

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

Wednesday, August 17, 2005

3:00 p.m.

**in the Mary Brennan Board Room, T. F. Green Airport, Warwick,
Rhode Island**

The meeting of the Rhode Island Airport Corporation (“Corporation”) Operations and Capital Committee was called to order by Chairman, James Forte, at 3:02 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

COMMITTEE MEMBERS PRESENT: James Forte, Joseph Cianciolo, Robert Sangster.

ALSO PRESENT: Laurie Cullen, A.A.E., Executive Vice President; Brian Schattle, Senior Vice President of Finance and Administration/CFO; Peter Frazier, Chief Legal Counsel; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes: Mr. Cianciolo moved that the minutes of the Operations and Capital Meeting of July 20, 2005 be approved. Mr.

Sangster seconded the motion. The motion was passed unanimously.

2. Report from Chair, Operations and Capital Committee:

Mr. Forte reported that he had recently accompanied Councilman Barone from Cranston on a tour of the airport, and that it was a great success.

3. Discussion Items:

(a) Update on Capital Projects.

Ms. Cullen gave her monthly project update. There was specific discussion of the Draft Environmental Impact Statement, Phase 4 of the Land Acquisition Program, and the completion of the terminal entrance bollards project. Ms. Cullen also gave an overview of ongoing projects at the general aviation airports.

4. Action Items:

(a) Consideration of and Action Upon Construction Contract Amendment for the Upgrade of the Operations Building and Operations Building Repair Projects at T. F. Green Airport.

Ms. Cullen gave an overview of the project noting that the request is for the Committee to authorize the President and CEO, or his

designee, to negotiate a construction contract amendment with Maron Construction for the Upgrade Operations Building and Operations Building Repair Projects at T. F. Green Airport, subject to Board approval. Discussion focused on the additional construction services that are required on this project.

A motion was made by Mr. Cianciolo and seconded by Mr. Sangster to approve the following resolution:

WHEREAS, there are two (2) approved projects in RIAC's Fiscal Year 2006 Capital Improvement Program (CIP) for the upgrades and repairs to the Operations Building at T. F. Green Airport; and

WHEREAS, the Operations Building Repairs project has been budgeted in the amount of \$150,000 through the RIAC General Purpose Fund Account; and

WHEREAS, the Upgrade Operations Building Project has been budgeted in the amount of \$345,500, 75% (\$259,125) through the FAA under AIP No. 3-44-0003-60-2002 with RIAC's 25% (\$86,375) matching share from its General Purpose Fund; and

WHEREAS, on January 21, 2004, the RIAC Board approved and RIAC subsequently entered into a construction contract with Maron Construction to complete these projects; and

WHEREAS, as a result of a meeting held with the Rhode Island State Fire Safety Code Board of Appeal and Review, this project must be amended to include additional construction services; and

WHEREAS, RIAC staff has received a fee proposal from Maron Construction to provide this additional construction in the amount of \$85,000 and is currently conducting negotiations; and

WHEREAS, funding for this amendment will be from the FAA under AIP No. 3-44-0003-60-2002 for items deemed to be grant eligible by the FAA, and the RIAC General Purpose Fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to negotiate and execute a construction contract amendment with Maron Construction in an amount not-to-exceed \$85,000 for the Upgrade Operations Building and Operations Building Repair Projects at T. F. Green Airport, subject to Board approval.

The motion was passed unanimously.

(b) Consideration of and Action Upon Consultant Task Order for Design and Remove On-Airport Obstructions at North Central Airport.

Ms. Cullen gave an overview of the project and reported that the

request is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a Task Order with Dufresne-Henry to provide design and construction phase services for the Design and Remove On-Airport Obstructions Project at North Central Airport, subject to Board approval.

A motion was made by Mr. Cianciolo and seconded by Mr. Sangster to approve the following resolution:

WHEREAS, the current Fiscal Year 2006 Capital Improvement Program (CIP) included \$1,540,00 in 2005 Airport Revenue Bond Funds for the Design and Remove On-Airport Obstructions Project at North Central Airport; and

WHEREAS, RIAC has contracted with the firm of Dufresne-Henry to perform on-call architectural and engineering services; and

WHEREAS, RIAC received a scope and fee from Dufresne-Henry to provide design and construction phase services in a not-to-exceed amount of \$199,518; and

WHEREAS, this Task Order will be funded 100% with 2005 Airport Revenue Bond Funds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, negotiate and execute a Task Order with Dufresne-Henry to provide design and construction phase services for the Design and Remove On-Airport Obstructions Project at North Central Airport in an amount not-to-exceed \$199,518, subject to Board approval.

The motion was passed unanimously.

(c) Consideration of and Action Upon Consultant Contract Amendment for the In-Line EDS Baggage System and Security Screening Checkpoint at T. F. Green Airport AND Consideration of and Action Upon Consultant Construction Administration Services Agreement for the In-Line EDS Baggage System and Security Screening Checkpoint – Accelerated Lobby Infill Project at T. F. Green Airport.

Ms. Cullen gave an overview of the project and reported that the request is that the Committee authorize the President and CEO, or his designee, to execute a contract amendment with HNTB to perform consultant services associated with the In-Line EDS Baggage System/Security Screening Checkpoint Expansion at T. F. Green Airport and to negotiate and execute a contract agreement with HNTB to provide construction administration services for the Accelerated Lobby Infill Project at T. F. Green airport, subject to Board approval. Discussion focused on the various components of this project, and

the funding mechanisms and the staff was asked to format future memorandums so that the budget for each individual component of a project is outlined in detail. Mr. Frazier noted that the contract will be held by HNTB Rhode Island Inc. and guaranteed by its parent corporation. There was also a mathematical error which was corrected.

A motion was made by Mr. Cianciolo and seconded by Mr. Sangster to approve the resolutions as amended:

WHEREAS, RIAC contracted with the firm of HNTB Corporation to provide consultant services associated with the installation of the In-Line Explosive Detection Systems (EDS) into the baggage make-up systems; and

WHEREAS, this contract was amended to include preliminary design services associated with the Security Screening Checkpoint Expansion at T. F. Green Airport; and

WHEREAS, RIAC has negotiated a fee with HNTB Rhode Island, Inc., to provide consultant services associated with the In-Line EDS Baggage System/Security Screening Checkpoint Expansion at T. F. Green Airport in a not-to-exceed amount of \$93,729 including (1) perform a Security System Needs Assessment Planning Study, and

(2) perform design services associated with the expansion and modification to the FIS baggage claim area and conveyors; and

WHEREAS, RIAC is planning to fund this amendment through the 2005 Airport Revenue Bond Proceeds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a contract amendment with HNTB Corporation to perform consultant services for the In-Line EDS Baggage System/Security Screening Checkpoint Expansion at T. F. Green Airport in a not-to-exceed amount of \$93,729, subject to Board approval.

WHEREAS, RIAC contracted with the firm of HNTB Corporation to provide consultant services associated with the installation of the In-Line Explosive Detection Systems (EDS) into the baggage make-up systems; and

WHEREAS, this contract was amended to include preliminary design services associated with the Security Screening Checkpoint Expansion at T. F. Green Airport; and

WHEREAS, RIAC has received a scope and fee from HNTB Rhode Island, Inc., to provide construction administration services

associated with the Accelerated Lobby Infill Project in the amount of \$198,375 and is currently conducting negotiations;

WHEREAS, RIAC is planning to fund this amendment through the 2005 Airport Revenue Bond Proceeds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a contract agreement with HNTB Rhode Island, Inc., to perform construction administration services for the Accelerated Lobby Infill Project at T. F. Green Airport, in a not-to-exceed amount of \$198,375 or less, subject to Board approval.

The motion was passed unanimously.

(d) Consideration of and Action Upon Construction Management Services Agreement for the In-Line EDS Baggage System and Security Screening Checkpoint - Accelerated Lobby Infill Project at T. F. Green Airport.

Ms. Cullen gave an overview of the project and reported that the

request is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a contract agreement with Skanska to perform construction management services for the Accelerated Lobby Infill Project at T. F. Green Airport, subject to Board approval.

A motion was made by Mr. Sangster and seconded by Mr. Cianciolo to approve the following resolution:

WHEREAS, RIAC contracted with the firm of Skanska USA Building, inc., (Skanska) to perform the pre-construction management services associated with the In-Line EDS Baggage System, Security Screening Checkpoint Expansion, and associated Terminal Improvements at T. F. Green Airport; and

WHEREAS, RIAC has received a scope and fee from Skanska to provide construction management services associated with the Accelerated Lobby Infill Project in a not-to-exceed amount of \$293,632 and is currently conducting negotiations; and

WHEREAS, RIAC is planning to fund this contract agreement through the 2005 Airport Revenue Bond proceeds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his

designee, to execute a contract agreement with Skanska to perform construction management services for the Accelerated Lobby Infill Project at T. F. Green Airport, in an amount not-to-exceed \$293,632 or less, subject to Board approval.

(d) Consideration of and Action Upon Increase of the FY 05 Authorization and Contract Extension for Glycol Management Services at T. F. Green, North Central, and Quonset Airports.

There was a brief overview of this project and it was noted that due to the severity of the winter, the quantity of glycol collected and transported off site exceeded FY 05 budget expectations. The contract for FY 06 will eliminate the cost of transporting the collected glycol and will use a glycol concentrator to recycle the glycol on site. The recommendation is that the Committee authorize the President and CEO, or his designee, to increase the Fiscal Year 2005 authorization and extend the contract with Inland Technologies International, Inc., for Fiscal Year 2006 to provide glycol management services for T. F. Green Airport, North Central Airport and Quonset Airport, subject to Board approval.

A motion was made by Mr. Sangster and seconded by Mr. Cianciolo to approve the following resolution:

WHEREAS, RIAC is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and

WHEREAS, due to regulatory requirements RIAC must provide glycol management services for which funding is included in RIAC's Operating and Maintenance budget; and

WHEREAS, RIAC issued a Request for Proposals for Glycol Management Services on August 6, 2004 and a selection process was undertaken pursuant to the RIAC Procurement Rules; and

WHEREAS, in September 2004, the Board approved the selection of Inland Technologies International, Inc; and

WHEREAS, a greater quantity of deicing fluid was used due to the severity of the Fiscal Year 2005 winter; hence the cost of glycol management services exceeded the Fiscal Year 2005 authorization; and

WHEREAS, the contract for Fiscal Year 2006 will eliminate the cost of transporting the collected glycol off-site for treatment and disposal, as a glycol concentrator will be used at T. F. Green to recycle the glycol on-site; and

WHEREAS, RIAC staff has received a scope and fee proposal from Inland Technologies International, Inc., to perform these services for Fiscal Year 2006 in the amount of \$549,180 and is currently conducting negotiations; and

WHEREAS, the current fee proposal will exceed the Fiscal Year 2006 budget of \$528,500 by \$20,680.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to increase the Fiscal Year 2005 authorization to \$563,036 and extend the contract with Inland Technologies International, Inc., for Fiscal Year 2006 for a not-to-exceed amount of \$549,180 to provide Glycol Management Services for T. F. Green Airport, North Central Airport, and Quonset Airport, subject to Board approval.

The motion was passed unanimously.

(e) Consideration of and Action Upon Approval of the Maintenance and Support Contract for the Aircraft Operations Monitoring System at T. F. Green Airport.

Ms. Cullen gave an overview of the project and reported that the recommendation is that the Committee authorize the President and CEO, or his designee, to execute a one-year agreement with five one-year options, at the discretion of RIAC, with Rannoch Corporation for the maintenance and support of the AOMS system, subject to Board approval and annual operating budget authorization.

A motion was made by Mr. Cianciolo and seconded by Mr. Sangster to approve the following resolution:

WHEREAS, RIAC maintains a Noise Mitigation Program to reduce the overall impacts of aircraft noise in the community; and

WHEREAS, the 1998 Permanent Noise Monitoring Act requires RIAC to generate reports on airport noise-related complaints and distribute them to Rhode Island state government officials and citizens; and

WHEREAS, RIAC currently owns and operates an AOMS system that was developed and installed by Rannoch Corporation and is included in RIAC's fixed assets at a cost of \$583,586.56; and

WHEREAS, as the original developer and installer of the AOMS system, Rannoch Corporation is designated as the sole source provider of these maintenance and support services; and

WHEREAS, RIAC must continue to maintain the AOMS system in order to comply with both the 1998 Permanent Noise Monitoring Act and the Community noise impact reduction efforts.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to execute a one-year agreement with five one-year options, at the discretion of RIAC, with Rannoch Corporation for the maintenance and support of the AOMS system in the amount of \$378,790, subject to Board approval and annual operating budget authorization.

The motion was passed unanimously.

(f) Consideration of and Action Upon Purchase of Hardware to Upgrade the Storage Area Network at T. F. Green Airport.

Mr. Schattle gave an overview of the project and reported that the recommendation is that the Committee authorize the President and CEO, or his designee, to execute a contract with EMC Corporation for the acquisition of hardware to upgrade the storage area network, subject to Board approval.

A motion was made by Mr. Sangster and seconded by Mr. Cianciolo to approve the following resolution:

WHEREAS, the Rhode Island Airport Corporation maintains an internal network for the storage of data; and

WHEREAS, the Fiscal Year 2006 approved Operating Capital Budget includes \$70,000 for the acquisition of computer hardware to upgrade

RIAC's storage area network (SAN); and

WHEREAS, this purchase will create a disaster recovery site for the back-up and replication of computer data from RIAC's existing storage area to another storage area at a remote location; and

WHEREAS, RIAC is authorized to utilize General Services Administration (GSA) contracts for the procurement of computer related hardware under the cooperative agreement section of the Procurement Rules; and

WHEREAS, RIAC was able to obtain pricing from EMC at a level below GSA pricing; and

WHEREAS, RIAC management has reviewed the hardware specifications and the related pricing and endorses the purchase of this hardware from EMC under the terms of the GSA contract at the discounted pricing level.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee to execute a contract with EMC Corporation in the amount of \$69,173 for the acquisition of hardware to upgrade the storage area network, subject to Board approval.

The motion was passed unanimously.

Committee Members and Corporation Personnel discussed budget sources and flow of funds and Mr. Schattle was asked to prepare a flow chart that showed the projects and the various funding mechanisms.

5. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, September 21, 2005, at 2:00 p.m., in the Mary Brennan Board Room, at T. F. Green Airport.

6. Adjournment:

Mr. Cianciolo moved to adjourn at approximately 3:50 p.m. Mr. Sangster seconded the motion. The motion was carried by acclamation.

Respectfully submitted,

James Forte, Chairman

Rhode Island Airport Corporation

Operations and Capital Committee

ATTENDANCE SHEET

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

AUGUST 17, 2005

NAME	AFFILIATION
-------------	--------------------

Doug Dansereau	RIAC
-----------------------	-------------

Joe DaSilva	RIAC
--------------------	-------------

Patti Goldstein	RIAC
------------------------	-------------

Dave Wilga	RIAC
-------------------	-------------